

PRIVATE SECURITY TRAINING NEWSLETTER

TO: <<NAME>>

FROM: Kim Buckner, Private Security Training Manager

RE: Weekly news for January 23 – 27, 2006

In an effort to assist each of you in performing your duties, and to continue to improve the quality and variety of training opportunities available to private security practitioners in the Commonwealth, the Private Security Services Section will be communicating with you on a regular basis in this electronic newsletter format:

OPERATIONAL / POLICY UPDATE

This area will be for critical or timely operational, regulatory, or DCJS policy updates, changes and / or reminders. *Please review this information at your earliest convenience as it may contain time-sensitive changes to how you perform your duties.*

TIPS FOR MANAGING YOUR SCHOOL / HOUSEKEEPING

Quick hints or tips for how to make your presentations, materials or other program information more successful. Other reminders on recordkeeping and documentation.

STUDENT QUESTIONS / YOUR EXPERTISE

Frequently asked questions from private security registered personnel. Clarification on how to handle some of the more common questions we are often asked. Please share with us your insight, interesting tips or anecdotes that we can share in this area of the newsletter with fellow private security instructors.

UPCOMING EVENTS

Training dates, new training programs, other activities.

The first newsletter - beginning this Friday, January 27, 2006 - will feature the Osprey online school system and the submission of electronic session notifications for all classes. Additional upcoming topics will include:

- ❖ Use of Watson for status check and verification of students
- ❖ Enrollment procedures and reporting requirements
- ❖ Adding categories of instruction to school and instructor certifications
- ❖ Partial training exemptions and training alternatives
- ❖ Firing ranges for firearms instruction
- ❖ School Director training program